	APOLLO HOSPITALS, SECUNDERABAD	MOM – 02
		Issue: C
	POLICY ON DRUG FORMULARY	Date: 06-01-2017
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PREPARED BY: Dy. Medical Superintendent		APPROVED BY: Chief Executive Officer

1.0 Purpose:

- 1.1 To serve as a guide to the medical, pharmacy and nursing staff, and to inform them of the list of drugs currently stocked at the Hospital Pharmacy from which the doctors are encouraged or required to prescribe.
- 1.2 To prevent unnecessary duplication in stocking drugs and drugs in combination having identical amounts of the same therapeutic ingredients.


2.0 Definition:

The formulary is the official publication of the drug committee. Formulary is the compilation of selected preparations (drugs) approved by the drug committee to meet the clinical needs of the medical team & their useful information by the hospital and reflects the current clinical judgment of the medical staff.

3.0 Policy:

The medical, nursing and pharmacy staff shall adhere to the formulary whilst prescribing and dispensing drugs according to the rules and regulations mentioned in the prescribing & dispensing policies.


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4.0 Procedure:

- 4.1 The formulary shall be revised periodically and edited by the drug committee comprising of representatives of the various Medical services and the pharmacy department.
- 4.2 Formulary shall be prepared keeping in mind the National List of Essential Medicines & WHO model list of Essential medicines.
- 4.3 Drugs are listed alphabetically by the generic name, Trade name and strength. Selection of drugs shall be based on the evaluation of these preparations against the needs of the patients.
- 4.4 **For Inclusion of new drugs:**
 - 4.3.1 Inclusions to the formulary shall be made by submitting a “Physician’s request for Addition to the formulary” to the Drug Committee.
 - 4.3.2 Blank forms shall be made available in the Central pharmacy stores.
 - 4.3.3 Physicians requesting drug additions to the formulary shall review drug usage data on the existing formulary items, which are comparable to the drug being requested.

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4.3.4 Medicine Consumption data shall be obtained from the pharmacy upon a written request.

4.3.5 The requestor shall assert whether the requested item has a greater therapeutic value than the items that are currently available.

4.3.6 Form shall be signed and stamped.

4.3.7 Drug Committee shall approve or deny the inclusion on reviewing the request form.


4.3.8 Drug committee shall maintain the authority to review and add drugs to the formulary without a formal request from a healthcare professional.

4.3.9 Approved drugs shall be included in the formulary and updated in subsequent publication of formulary.

4.4 For Exclusion of drugs

4.4.1 Drugs which are not prescribed or dispensed for more than 3 months, which are not required for any emergency / Life saving treatments shall be brought to the notice of drug committee

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4.4.2 Reviewing the drug movement and requirement in future, the drug committee shall decide and approve the deletion of drugs from formulary.

4.4.3 Drug committee must have a satisfactory written explanation of the reason(s) like discontinued drugs / Banned / Not moving etc. for excluding a drug from the formulary.

4.5 Non-Formulary items:


4.5.1 The drug committee shall be careful to protect the interests of the patient and the hospital in cases where inclusion or use of a drug might benefit the private interest of a requesting physician or a member of the committee.

4.5.2 Non – formulary drugs and drug items shall be obtained when needed to treat a specific illness or disease.

4.5.3 Whenever such a drug is needed for patients, a drug chart or prescription signed by an attending physician treating the patient is required.

4.5.4 The drug for emergency treatment in the absence of any alternative item available in the pharmacy shall be obtained as soon as possible by the pharmacy from a local supplier, community pharmacy or neighboring hospital. (Subject to the availability).

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4.5.5 This process shall not lead to stock the drugs in the pharmacy.

4.5.6 Clinical pharmacologist shall review the non-formulary drugs prescription and forward his recommendations to the Drug & Therapeutics Committee to include the drugs in the formulary or to take necessary actions to avoid such situation.

5.0 Responsibilities:

5.1 Drug Committee members

5.2 All physicians

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